

REGULAR MEETING – MONDAY, AUGUST 4, 2008
PLAZA CONFERENCE ROOM AT CITY HALL – 500 CASTRO STREET
6:30 P.M.

1. CALL TO ORDER

2. ROLL CALL

Task Force Steering Committee Members: Steven Bishop, Yvonne Farrell, Sue Graham, Deb Henigson, Cynthia Kapphahn, Bruce Karney, James Kempf, Aileen La Bouff, Marn Yee Lee, Ignacio Martin-Bragado, Randy Potter and Janis Zinn.

City Staff: Steve Attinger, Environmental Sustainability Coordinator; and Joan Jenkins, Transportation and Policy Manager.

3. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Task Force Steering Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Task Force Steering Committee from acting on nonagenda items.

4. MINUTES APPROVAL

Minutes for the July 28, 2008 meeting have been delivered to the Task Force Steering Committee members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

5. NEW BUSINESS

5.1 HIRING A CONSULTANT

Overview:

The Task Force will discuss whether to hire a consultant or consultants to review the final report recommendations.

Recommendation:

None.

5.2 EDITORIAL COMMITTEE UPDATE

Overview:

The Editorial Committee will provide an update for the Task Force.

Recommendation:

None.

5.3 TASK FORCE SCHEDULE

Overview:

The Task Force will review the schedule and adjust as needed.

Recommendation:

None.

5.4 TASK FORCE CELEBRATION

Overview:

The Task Force will request funds from the City for a celebration at the conclusion of its work.

Recommendation:

None.

5.5 TASK FORCE'S FUTURE

Overview:

The Task Force will discuss what will happen after its recommendations are delivered to Council in September and whether the Task Force will recommend to Council that it continue beyond this point.

Recommendation:

None.

5.6A WORKING GROUP FINAL RECOMMENDATIONS DISCUSSION

Overview:

The Built Environment Working Group will receive comments and answer questions about its draft final recommendations report.

Recommendation:

None.

5.6B WORKING GROUP FINAL RECOMMENDATIONS DISCUSSION

Overview:

The Communications, Public Education and Outreach, and Green Business Development Working Group will receive comments and answer questions about its draft final recommendations report.

Recommendation:

None.

5.7 REVIEW OF FINAL REPORT INTRODUCTION

Overview:

The Task Force will provide comments on a first draft of the final report's *Introduction*.

Recommendation:

None.

6. TASK FORCE STEERING COMMITTEE/STAFF COMMENTS, QUESTIONS AND REPORTS

No action will be taken on any questions raised by the Task Force Steering Committee at this time.

7. ADJOURNMENT

SPA/9/PWK
916-08-04-08A-E^

AGENDAS FOR BOARDS, COMMISSIONS AND COMMITTEES

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Transportation, Property and Policy Division of the Public Works Department at (650) 903-6311.
- Interested persons may review the agenda and staff reports at the Public Works Department counter beginning at 4:00 p.m. the Friday evening before each regular meeting. A copy can be mailed to you upon request. Staff reports are also available during each meeting.
- **SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990**
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Public Works Department at (650) 903-6311 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE**—Any writings or documents provided to a majority of the Environmental Sustainability Task Force regarding any item on this agenda will be made available for public inspection in the Public Works Department, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission or Committee on a nonagenda item may do so during the "Oral Communications" part of the agenda.